



Environmental Health Services

● *Healthy Environments = Healthy People* ●

DEHS Director Meeting: 12/02/2010
Next quarterly conference call is scheduled for
March 3rd, 2011 at 1:00 PM Eastern Time.

These abbreviated minutes will be put on the DEHS website under the "Conference Call Minutes" section of "Documents".

Aberdeen:	Not on Call	Nashville:	Not on Call
Albuquerque:	Bob Bates	Navajo:	Sandy Mastandrea/Brian Johnson
Anchorage:	Jeff Smith	Oklahoma:	Not on Call
Bemidji:	Not on Call	Phoenix:	Kenny Hicks*
Billings:	Not on Call	Portland:	Not on Call
California:	Martin Smith	Tucson:	Mark Pike

Environmental Health Support Center: Ron Zabrocki

Rockville: Kelly Taylor, Susan McCracken, Darren Buchanan, Dave McMahon, Nancy Bill, Alaric Denton, Jessica Schwarz

* Stephen Piontkowski and Vince Garcia also joined the call from Phoenix Area

1. Injury Prevention (IP) Updates: Nancy

- a. IP specialists had a conference call on Nov 30th
- b. Thank you to everyone who helped with the IP Fellowship fellow selection. 15 new fellows for the IP EPI Fellowship 2011 class. 10 IHS Areas are represented. Two of the applicants were former graduates from the IHS IP Program Development fellowship training.
- c. We are in the process of planning the annual IP meeting, which will be held in conjunction with the DEHS Director meeting in Portland in March 2011.

2. Institutional Environmental Health (IEH) Updates: Dave

- a. IEH Residency:
 - i. The 2011 residency program was announced today. It will close 31 DEC. Please contact Dave to suggest qualified staff for the residency program or for more information.
 - ii. The program starts in July 2011 and will end around June 2013
- b. National Institutional Environmental Health Workshop:
 - i. Tentatively scheduled for spring 2011. It will probably be a 2 day meeting. Stay tuned for more info.
- c. APIC Infection Control Training



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- i. EHSC is sponsoring this training opportunity and we have seven nominees from seven areas. The deadline to nominate someone to attend the training was DEC 1, but we can extend that. If you're interested in nominating one of your IEH staff please let Dave and Ron Zabrocki know ASAP.
- d. Annual Safety Report
 - i. Was sent to Department of Labor this week, thank you for all of your support in gathering the information for the report; Forty-seven safety officers responded to the survey to collect the data presented in the report.

3. DEHS Directors Meeting Update: Kelly

- a. The meeting will occur March 1-3, 2011 in Portland, Oregon in conjunction with SFC and IP. [Editor's note: We may need to change this date based on HQ and Area Travel "freezes". Stay tuned.]
- b. We are working on the agenda and making it a truly joint meeting with SFC, as they have some new initiatives including community assessments which we should work together on.
- c. If you have agenda topics please send them to us as soon as possible.
- d. Harold asked if protégé's can attend, Kelly said we will plan for one per area to attend.

4. WebEHRS Update: Darren

- a. The new data system that will replace the web-based environmental health reporting system (WebEHRS) has been selected. The vendor CDP was awarded the contract on September 9th.
- b. Darren's presentation detailing the history of the project, requirements team members and the implementation may be accessed [here](#) (requires portal access and password).
- c. The new database should be complete and in use by September of 2011.

5. 2010 Annual Report and Environmental Health Specialist (EHS) of the Year Reminder: Jessica

- a. Photo submissions for the 2010 Annual Report photo contest are due to me by 17 DEC. Please remember we're looking for high-resolution photos (300dpi or better).
- b. EHS of the year nomination packets have been sent out and are due back to me by close of business Friday, January 14th.

6. New EHO Billets: Kelly

- a. A recording of her presentation can be found [here](#). A copy of the spreadsheet discussed in the presentation can be found [here](#) (requires portal access and password).
- b. Kelly has been working with Alan Parham since 2007 in the process. They are still reviewing the billets, they will not be rolled out until the review is complete.



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- c. Supervisors should have gotten notifications and should be aware that the process is ongoing.
- d. We need to have more discussion on another call to discuss some of the issues with the proposed billet structure and keep you informed on the process.
- e. Officers and supervisors are highly encouraged to have open and frequent communication during this process.

7. Area Reports:

a. **AB: Nancy for Chris Allen**

- i. Getting ready to advertise the area injury prevention specialist position

b. **AK: Jeff**

c. **AQ: Bob**

- i. Vacancies: Acomita-Canoncito Laguna (ACL) is waiting on Human Resources to fill the position. They are also looking to post a circuit rider position to help out with the safety officer needs at several service units. It will be a GS 9/11 environmental health position.

d. **BE: Not on Call**

e. **BI: Not on Call**

f. **CA: Martin**

- i. Just completed the initial round of strategic planning for the area based on the DEHS performance standards.

g. **NS: Not on Call**

h. **NV : Sandy/Brian**

- i. Many Farms has an O-2/O-3 (5/7/9) position coming open
- ii. Had selected a candidate for the IEH position that fell through, so it will be re-advertised soon

i. **OK: Not on Call**

j. **PH: Kenny**

- i. Vacancies filled: Kelsey Hustedt, Beth Wittry, Mistin Ray and Natasha Wells have reported for duty.
- ii. COSTEP in the Area Office is Kendra Vieira, she will be there through 22 DEC.
- iii. Have agreed to host an environmental health specialist from the Canadian Exchange Program.

k. **PO: Not on Call**

l. **TU: Mark**

- i. Environmental Health Technician position is in for classification with HR.
- ii. Travis Bowser was selected for the Sells Service Unit EHO/Acting IEH Position.
- iii. Randy Willard was selected as Associate Director for OEHE.



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m. EHSC: Ron

- i. They are working on updating the website so that the course enrollment form requires supervisor email and whether or not the student is from a federally recognized tribe. The new system will alert supervisors if a person enrolls in or drops a course. The new website upgrades will also include an online course evaluation and will generate certificates of completion for the courses.
- ii. IEH/EH vacancy is at HR for classification
- iii. The program/project management course is full and will be held in Albuquerque soon.
- iv. The EPI-Ready Team training in Phoenix is starting to fill up, 7 EHO's are registered. If you're interested, sign up soon as they will soon open registration for city/state/local folks.
- v. Emergency Response training in AK is coming up and is almost full.
- vi. The OEHE rosters are being updated. A pdf will be placed online when it is complete. OEHE directors were contacted for help updating the rosters.
- vii. IACET will be completing their review for certification so that EHSC can continue to issue CEUs for training. The evaluation will occur in January.

8. Final Discussion: COSTEPS- Kelly

- a. Calls with OCCO are held monthly for students/teachers/employers/interested parties. The dates and times are posted on Facebook and can also be found on the usphs.gov website. We have been told to continue recruiting for COSTEPs as usual.

The call ended after 1 hour and 5 minutes.

END OF NOTES